

July 9, 2008

NOTICE OF OPEN POSITION

The Association of Bay Area Governments is recruiting to develop a selection list for the position of Principal Planner (P5) Job Number 08-21. Position is open until filled and may be closed at any time.

PRINCIPAL PLANNER (P5)

POSITION SUMMARY:

The Association of Bay Area Governments, the comprehensive regional planning agency for the San Francisco Bay Area is seeking a motivated and experienced Principal Planner. The position is the lead position within the Agency's Planning Department and reports to the Director of Planning.

Under general direction, the Principal Planner will plan, coordinate and direct large complex planning projects; perform a broad range of supervisory and staff duties focused on comprehensive regional planning including land use, transportation planning, transit-oriented development, smart/focused growth, housing and environmental issue areas; and conduct or coordinate professional and technical work including developing policy and implementing collaborative planning efforts with partner agencies and local governments. Reviews and analyzes major plans and policies effecting social, economic, and environmental objectives, large-scale development proposals for compliance with regional goals, and formulates policy recommendations.

The Principal Planner plays a key role in the implementation of major regional planning initiatives including FOCUS, the Bay Area's regional development and conservation strategy. Experience with state legislation, identifying and securing funding for planning and capital infrastructure projects related to infill development, affordable housing, and transportation planning is desirable.

Position requires initiative, strategic and creative thinking, independent judgment, political sensitivity, and an ability to approach issues broadly while maintaining a firm grasp of details.

KNOWLEDGE OF:

- California planning and environmental laws, policies and processes including general plans, CEQA, blueprint plans, and regional transportation plans
- Regulatory framework for local, regional, and state governments in California
- Advanced theories, principles and techniques of planning
- Local government planning policy and implementation issues
- Economic and fiscal considerations related to development and plan implementation at the jurisdictional level in California
- Relationship between land use and transportation
- Regional growth modeling
- Land conservation planning and policies
- Fund-raising and grant writing techniques
- Public policy issues related to equity, environmental issues, economic development
- Legislative process and advocacy
- Contract management
- Public involvement methods

ABILITY TO:

- Provide leadership in the delivery of complex planning projects and activities
- Initiate innovative strategies to foster inter-jurisdictional cooperation
- Manage projects including budgets and scopes of work
- Draw sound conclusions and make appropriate recommendations
- Represent the agency effectively
- Speak and write clearly and effectively
- Present effectively in a variety of settings
- Conduct research and technical analyses
- Work effectively with high level local and regional policymakers, professionals and stakeholder representatives
- Distill complicated data into easy-to-understand conclusions
- Build consensus and problem solve
- Manage and mentor employees, schedule tasks, and prepare and conduct performance reviews

EDUCATION AND EXPERIENCE:

A Bachelor's degree in Planning or closely related field and 8 years of increasingly responsible planning experience is required. A Master's degree in planning is highly desirable and preferred. Any combination of education and experience sufficient to successfully perform the essential duties of the job is qualifying.

SUPPLEMENTAL QUESTIONNAIRE

To assist us in evaluating candidates, please provide brief responses to the following questions and attach to your Application for Employment.

1. Please describe your experience in the following areas:
 - Project management, including project planning, scope of work, progress reports, project summary reports, budgets, accounting, etc.
 - Supervision
 - Fundraising and proposal writing
 - Working with elected officials, policy committees, technical advisory groups
2. Describe your view of the role and function(s) of a regional planning agency such as the Association of Bay Area Governments.

ADDITIONAL INFORMATION

For additional information on ABAG visit www.abag.ca.gov

COMPENSATION AND BENEFITS

Salary: \$7,895 - \$9,568 per month

Pension: Employer Paid PERS 2.5% @ 55

Deferred Compensation: STARS 457 Retirement Plan

Health Plans: Three HMO and two PPO Medical Plans, Dental Insurance, and VSP Vision. Out-of-pocket contribution may be required depending on selected coverage.

Life Insurance: ABAG Paid coverage equal to 2 times annual salary

Other Benefits: Public Transit Vouchers and pre-tax options for eligible health care and dependent care expenses

Vacation, Sick Leave, Holidays: Competitive leave package including 11 paid holidays and 3 floating holidays annually

APPLICATION AND SELECTION PROCESS

Position is open until filled. Please submit a cover letter, resume, employment application and supplemental questionnaire to:

ABAG – H.R. 08-21
P.O. Box 2050
Oakland, CA 94604-205

AN AGENCY APPLICATION IS REQUIRED AND MAY BE OBTAINED AT www.abag.ca.gov/jobs.html OR BY SENDING A SELF-ADDRESSED, STAMPED ENVELOPE TO ABAG – H.R. 08-21, P.O. BOX 2050, OAKLAND, CA 94604-2050. FOR INFO CALL 510/464-8496. POSITION IS OPEN UNTIL FILLED AND MAY BE CLOSED AT ANY TIME. ABAG IS AN EQUAL OPPORTUNITY EMPLOYER. QUALIFIED DISABLED INDIVIDUALS ARE PROTECTED AGAINST DISCRIMINATION.